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7 August 1964

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

ADP Systems Library Task Team - IX

Attached for discussion at the next meeting is a draft task statement submitted by the Team Chairman.



Secretary

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Attachment

Note: A limited number of copies of the 30 page Draft DIA Instruction No. 65-, referred to in the attached memorandum from the Team Chairman, were distributed at the 6 August CODIB meeting; this DIA instruction will be distributed within DOD for coordination. Rather than reproduce multiple copies for regular CODIB D-paper distribution, it is requested that DOD recipients of this paper look to DIA for copies; one copy of the draft will be sent herewith to the non-DOD CODIB principals.

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To : Committee on Documentation, USIB

From : Chairman, CODIB Ad Hoc Task Group IX on ADP Systems Library

Subject: Proposed Work Statement of Task Group IX

1. Attachment 1 is the proposed Draft DIA Instruction No. 65-, Submission of Entries for the ADP Program and File Catalog.

2. It is proposed that this Draft Proposal form the basis for the work of the CODIB Ad Hoc Task Group IX. The draft is now being coordinated within DIA and it will be submitted concurrently to the three Services and to all U&S/ Component commands for comments and/or concurrence. It is proposed that this Draft Proposal be considered in the following manner by Task Group IX:

a. First Step: Briefing by [] DIA ADPS Center, to CODIB and Task Group IX members on the concept of the Draft Proposal, 14 August 1964 - at DIA. /Change: 20 August, 10:00 A.M., Room 1E78, CIA Hq.7

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b. Second Step: The DIA Draft Proposal herewith submitted to CODIB members will be reviewed by non-DoD CODIB agencies concurrently with the DoD review mentioned above. Comments will be submitted to agency-representatives on Task Group IX.

c. Third Step: Following completion of this agency-review, the second meeting of Task Group IX will be called - on or about 30 September 1964. During this meeting a detailed review of the DIA Draft Proposal will be conducted. This review should have as its objective the attainment of a Group agreement on the scope, content, and format of the Draft, and the timing of reporting responsibilities to DIA of each intelligence agency concerned. During this second meeting, DIA will review comments submitted by the Services and U&S commands. With agency review completed, it should be possible to achieve completion of the second Draft Proposal in one or two days session(s).

d. Fourth Step: The Chairman, with assistance from the CODIB Support Staff, will complete the second Draft Proposal, reflecting the Task Group's position. This second draft will be circulated to the members of Task Group IX for coordination.

e. Fifth Step: Ad Hoc Task Group meeting, 6 October 1964 to resolve any remaining differences.


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f. Sixth Step: Submission of Task Group IX Draft Proposal to CODIB for review and approval, 12 October 1964. Following this, submission of CODIB-approved Draft Proposal to USIB for final approval and validation.

3. It is requested that the following agencies be represented on the Ad Hoc Task Group: CIA, DIA, NSA, NPIC, Army, Navy, Air Force.

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Chairman, Ad Hoc Task Group IX (Tel. )

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